

# **CM/ECF EVENTS - NON- COURT USERS**

## **BANKRUPTCY EVENTS**

### **Answer/Response**

- Reference an Existing Motion/Application
  - Amended Answer to Complaint
  - Answer to Amended Complaint
  - Objection/Request for Hearing
  - Response/Objection
  - Response/Request for Hearing
  - X- Other Document
- Other Answers
  - Answer to Involuntary Petition(Use When Summons Service Executed Docketed by Attorney)
  - Answer to Involuntary Petition(Use When Summons Service Executed Docketed By Court User)
  - Response/Objection

### **Appeal**

- Addendum to Record on Appeal
- Appellant Designation
- Appellee Designation
- Cross Appeal ( Fee )
- Motion for Leave to Appeal
- Notice of Appeal ( Fee )
- Statement of Issues on Appeal

### **Batch Filings(TRUSTEES ONLY)**

- 341 Held-Recommend Confirmation
- Assignment of Claim
- BA Trustee Status Report - Hearing Continued
- BA Trustee Status Report - Hearing Held
- Chapter 12/13 Final Report & MOTION FOR DISCHARGE
- Chapter 12/13 Final Report and Account AFTER DISMISSAL or HARSHIP DISCHARGE
- Motion Allowance of Claims
- Motion Dismiss Case (Ch13) w/TrHrg
- Motion Dismiss/Convert w/TrHrg (Fee)
- Motion Dismiss/Convert/Modify w/TrHrg (Fee)
- Motion Dismiss/Modify w/TrHrg
- Motion Modify Plan (No Protest)
- Motion Modify Plan w/TrHrg
- Motion Modify/Convert (No Protest) (Fee)
- Notice Amend Wage Deduction
- Notice Intent Dismiss Case
- Notice Intent Suspend Payments
- Notice Terminate Wage Deduction
- Notice of Transfer of Claim & Opportunity to Object
- Semi-Annual Report
- Trustee's Fee Paid (COURT ONLY)

### **Claim Actions (NONE AVAILABLE)**

### **Creditor Maintenance**

- Enter Individual Creditors
- Upload a Creditor Matrix File

**File Claims (Do Not Use: Claims CANNOT be electronically filed at this time)**

**Motions/Applications**

Abandon Property (No Protest) ( fee )  
Abandon Property ( fee ) w/Hearing  
Administrative Expenses w/Hearing  
Allow Service by First-Class Mail (No Protest)  
Appear Pro Hac Vice ( fee )  
Appoint Chapter 11 Trustee w/Hearing  
Assume/Reject (No Protest)  
Assume/Reject w/Hearing  
Avoid Judgment Lien (No Protest)  
Avoid Judgment Lien w/Hearing  
Avoid Lien (No Protest)  
Avoid Lien w/Hearing  
Change Venue (No Protest)  
Change Venue w/Hearing  
Compensation (No Protest)  
Compensation w/Hearing  
Consolidate Cases w/Hearing  
Consolidate Proceedings w/Hearing  
Continue/Reschedule Hearing (Ex Parte)  
Convert Case ( fee ) w/Hearing  
Deconsolidate/Split ( fee ) w/Hearing  
Deposit Funds to Registry  
Dismiss Case w/Hearing  
Dismiss Party w/Hearing  
Employ Attorney w/Affidavit  
Employ Professional w/Affidavit (Ex Parte)  
Extend Time (Ex Parte)  
Extend Time (w/Hearing)  
Hardship Discharge (w/Hearing)  
Incur Debt (Ch. 13)(No Protest)  
Incur Debt w/Hearing  
Jointly Administer Cases w/Hearing  
Modify Plan (Ch. 13)(No Protest)  
Modify Plan w/Hearing  
Moratorium (No Protest)  
Moratorium w/Hearing  
Objection to Claim (No Protest)  
Objection to Claim w/Hearing  
Objection to Confirmation w/Hearing  
Objection to Exemptions  
Objection to Exemptions w/Hearing  
Objection to Valuation of Collateral w/Hearing  
Pay Filing Fee in Installments (Ex Parte)  
Pay Unclaimed Funds (w/Hearing)  
Prohibit Use of Cash Collateral w/Hearing  
Reconsideration w/Hearing  
Relief from Co-Debtor Stay (No Protest)  
Relief from Co-Debtor Stay w/Hearing  
Relief from Stay (No Protest)( fee )  
Relief from Stay ( fee ) w/Hearing  
Reopen Case (fee) (no protest)  
Reopen Case ( fee ) ex parte  
Sanctions w/Hearing

Sell (No Protest)  
Sell w/Hearing  
Shorten Notice(Ex Parte)  
Substitute Counsel w/Hearing  
Transfer Case w/Hearing  
Use Cash Collateral w/Hearing  
Vacate/set aside/rescind order w/Hearing  
Withdraw Reference ( fee )  
Withdraw as Attorney w/Hearing  
X - Other Motion (No Protest)  
X - Other Motion (w/Hearing)  
X - Motion PDF to BNC (COURT USE ONLY)

#### **Multi-Case Docketing(NONE AVAILABLE)**

#### **Notices**

Creditor Request for Notices  
Notice of Address Change  
Notice of Appearance(Attorney)  
Notice of Deconsolidation (fee)  
Notice of Default Pursuant to Consent Order  
Notice of Disinterest  
Notice of Hearing  
Notice of Opportunity for Hearing  
Notice of Voluntary Conversion of Case from 11 to 7 (fee)  
Notice of Voluntary Conversion of Case from 13 to 7 ( fee )  
Notice of Voluntary Conversion of Case from 7 to 11 (fee)  
Notice of Voluntary Conversion of Case from 7 to 13  
Notice of Voluntary Dismissal of Chapter 12/13 Case  
Notice of Withdrawal of Document  
Notice to Take Deposition  
Withdrawal of Claim  
Withdrawal of Objection to Claim  
X - Notice ( Other )

#### **Open A BK Case**

#### **Open A BK Case (Involuntary)**

#### **Other**

01-Voluntary Petition Under Chapter 7 ( fee ) - COURT USE ONLY  
02- Voluntary Petition Under Chapter 13 ( fee ) - COURT USE ONLY  
03-Voluntary Petition Under Chapter 11 ( fee ) - COURT USE ONLY  
05 (crt) Voluntary Petition Under Chapter 12 ( fee ) - COURT USE ONLY  
06 (crt) Involuntary Petition Under Chapter 7 ( fee ) - COURT USE ONLY  
Affidavit  
Amended Document ( Other )  
Amended Schedules ( Other )  
Amended Voluntary Petition  
Amendment- Adding New Names of Changing Amounts(Fee)  
Amendment to Matrix(Fee)  
Assignment of Claim(s)  
Certificate of Service  
Chapter 11 Final Report & Account  
Chapter 11 Quarterly Fee Statement  
Exhibit(s)

- Exhibit(s) List
- Findings of Fact & Conclusion of Law
- Matrix ( Creditor Disk )
- Matrix (Creditor List in PDF)
- Missing Schedules and Statements Filed (no fee)
- Monthly Status/Operating Report (Chapter 11)
- Post-Confirmation Report
- Reaffirmation Agreement
- Report of Substantial Consummation
- Rule 1019 Report
- Special Event-Deconsolidation - COURT USE ONLY
- Special Event-Involuntary Petition Received (11) - COURT USE ONLY
- Special Event-Involuntary Petition Received (7) - COURT USE ONLY
- Statement of Compliance
- Statement of Financial Affairs
- Statement of Intent
- Stipulation
- Summary of Ballots
- Summons Service Executed ( Involuntary )
- X - Other Document

## **Plan**

- Chapter 11 Disclosure Statement
- Chapter 11 Plan
- Chapter 12 Plan
- Chapter 13 Plan

## **Trustee/Bankruptcy Administrator**

- Application for Compensation to Professional(s) Employed by Chapter 7 Trustee
- BA Certification of 3011 Report
- BA Certification of Final Report
- BA Certification of Motion to Close Estate
- BA Notice to 20 Largest Unsecured Creditors
- BA/Trustee Status Report
- Certificate of Service
- Chapter 12/13 Final Report & MOTION FOR DISCHARGE
- Chapter 12/13 Final Report & MOTION FOR DISCHARGE (Claims Archived-COURT USE ONLY)
- Chapter 12/13 Final Report (AFTER CONVERSION)
- Chapter 12/13 Final Report (AFTER DISMISSAL or HARDSHIP DISCHARGE)
- Chapter 12/13 Final Report (AFTER DISMISSAL or HARDSHIP DISCHARGE) (Claims Archived-COURT USE ONLY)
- Chapter 12/13 Final Report (AMENDED)
- Chapter 7 Final Report and Account, Application for Professional Fees
- Checks & Statements
- Declaration of Debtor Sworn
- Initial Report
- Memorandum from 341(a) Meeting CONTINUED
- Memorandum from 341(a) Meeting CONTINUED (w/ PDF)
- Memorandum from 341(a) Meeting HELD
- Memorandum from 341(a) Meeting HELD (w/ PDF)
- Memorandum of Proceeding(Hearing Cnt/Resch)
- Memorandum of Proceeding (Hearing Held)
- Motion Dismiss Case (Ch13) w/CtHrg
- Motion Dismiss/Convert w/CtHrg (Fee)
- Motion Dismiss/Convert/Modify w/CtHrg (Fee)
- Motion Dismiss/Modify w/CtHrg
- Motion Modify Plan w/CtHrg
- Motion for Discharge (Ch. 12)

Notice of 341(a) Meeting of Creditors (Chapter 13)  
Notice of Debtor Change of Address  
Notice of Plan Modification  
Notice of Possible Dividends & Request for Notice to Creditors  
Notice of Withdrawal of Report of No Distribution  
Notice to Release Vehicle  
Notice to Terminate Wage Deduction  
Objection to Claim (No Protest)  
Proposed Order

## **ADVERSARY EVENTS**

### **Answers**

- Motion/Application
  - Amended Answer to Complaint
  - Answer to Amended Complaint
  - Objection /Request for Hearing
  - Response/Objection
  - Response/Request for Hearing
  - X - Other Document
- Complaint, 3<sup>rd</sup>, Cross, Counter

### **Complaint/Summons**

- Amended Complaint
- Amended Complaint (add parties)
- Complaint ( Fee )
- Complaint Received (COURT ONLY)
- Counterclaim
- Crossclaim
- Notice of Removal (Fee)
- Notice of Removal Received (COURT ONLY)
- Summons Unissued
- Summons Service Executed
- Summons Service Unexecuted
- Third Party Complaint
- X - Other Document

### **Motions**

- Approve Settlement
- Default Judgment
- Dismiss Party w/ HEARING
- Dismiss Proceeding w/ HEARING
- Entry of Default
- Extend Time
- Extend Time to File Answer
- Reopen Adversary
- Shorten Notice
- Summary Judgment w/ HEARING
- Withdraw Reference ( Fee )
- Withdraw as Attorney w/HEARING
- Withdraw the Referenced (Fee)
- X - Other Motion
- X - Other Motion w/HEARING

**Notices**

Dismissal After Settlement  
Notice of Appearance  
Notice of Hearing  
Notice to Take Deposition  
Voluntary Dismissal of Party  
Voluntary Dismissal of Proceeding  
X- Other Document

**Open an Adversary Proceeding/MP Case**